# **Application Guidance and Instructions**

This document sets forth the instructions for preparing and submitting a Bidder Qualification Application (the "Application"). If your organization is interested, and meets the eligibility and minimum requirements to be a Qualified Bidder (defined below), you may submit an Application in accordance with the instructions provided herein.

### **Overview**

The Federal Deposit Insurance Corporation ("FDIC") seeks qualified organizations with relevant experience to acquire financial interests in, and provide asset management services for a portfolio of loans and other assets ("Portfolio"). Each Application will be evaluated to qualify and identify Bidders (defined below) with relevant experience and financial capacity to fund and manage the specific pool of assets to be included in an Auction (as defined below).

## **Application Process**

Once a Bidder completes the necessary background and non-disclosure agreements, Portfolio-specific data will be made available to those Bidders who have been given access via an Intralinks due diligence workspace.

Once Bidders have been provided access to the Intralinks due diligence workspace, and Qualification Applications are complete, Bidders should provide contact details to the Financial Advisor to gain access to a separate Intralinks Qualification workspace that will be made available for Bidders to upload completed Qualification Applications and supporting documents.

Separate instructions will be provided to Bidder points of contact on how to gain access and upload documents to the Intralinks upload workspace.

Bidders are encouraged to provide their completed Application as early as possible, but no later than three weeks prior to the Bid Date. The subsequent review of individual Applications will be performed in the order in which Applications are received. Early submission of Applications may enable feedback to be provided by FDIC prior to submission of final bids.

Feedback will provide Bidders with an understanding of the Application requirements and that their responses are consistent with the information required by the FDIC to approve Applications. Based on the number of Applications received by FDIC and the timeliness of their submission in advance of the Bid Date, feedback may not be available to Bidders. As a result, early submission of Applications is strongly encouraged.

The Application consists of two Levels of questions:

- In Level 1, applicants will respond "Yes" or "No" to a set of questions. Bidders are asked to provide additional information to support their response in certain circumstances, as required by the Application.
- In Level 2, applicants will provide information specific to their capabilities and qualifications to fund and manage the pool of assets considered in the Auction. It is expected that Bidders will conduct the necessary due diligence to complete questions in Level 2. Some responses in Level 2 require a specific answer from a pre-identified list of potential responses; other responses require additional information with attachments that demonstrate Bidder's capabilities and qualifications to fund and manage the given Portfolio, including submission of a Portfolio management plan.

The response deadline for Applications is no later than three weeks prior to the Bid Date. Once Applications are completed, the FDIC will review and score the Application, and then notify Bidders of next steps.

## **Application Scoring**

#### **Level 1: Initial Review**

Should an answer to any of these questions be "Yes", an explanation will be required regarding the specific issue identified.

#### **Level 2: Qualification Questions**

Level 2 Qualification Questions cover Credit History and Legal Record, Financial Background, Funding, Asset Management/Servicing experience, and Portfolio Management Plan. Section 2.1 is only for information purposes, each of the remaining four sections will receive an overall score of Satisfactory or Unsatisfactory. The scoring methodology for each of these four sections is explained in the Application, and is based on the responses to the individual questions within each section.

The FDIC will consider the overall merits of each Application compared to the complexity and risks of the Portfolio at Auction. Bidders the FDIC considers qualified to bid, based on their Application, will be considered eligible to bid in the Auction.

#### **Affidavit**

It is possible that the Bidder is interested in participating in multiple sales of assets. Understanding the level of effort required to prepare and submit an Application for a single Auction, an interested Bidder can maintain a current Application profile with the FDIC to minimize the reporting burden in providing subsequent Applications after participation in one Auction. In order for Bidders to participate in subsequent Auctions in this manner, it is necessary for an authorized signatory for the Bidder to certify in an affidavit (provided in Appendix A) to the continued validity of previous Application responses, and noting any changes thereto, as relevant. Certain sections of the Application must be completed for each Auction. Further guidance is provided in the Application.

## **Reservation of Rights**

FDIC reserves the right to not provide feedback to Bidders. FDIC reserves the right to select Bids based on criteria most relevant to a specific Portfolio, including price. FDIC also reserves the right to refuse to sell or to issue multiple awards for any given Portfolio.

### **Key Terms**

This list of key terms provides a summary of terms identified as relevant to the Application process.

#### Bidder

The Bidder comprises each of the following:

- i. The entity or individual authorized to enter a bid according to the terms and conditions of the sale ("Lead Bidder").
- ii. Any members of a Consortium, acting with, or providing funding to the Lead Bidder in connection with a bid.
- iii. Investors (defined below) that will provide >25% of the funding for the Acquisition Vehicle, including affiliates of the Lead Bidder and any members of the Consortium.
- iv. Any entity providing a guarantee of the obligations of the Acquisition Vehicle or Lead Bidder.

### **Investor**

An Investor is any entity or individual that is providing initial capital, or ongoing funding to the Acquisition Vehicle, or any of its Affiliates, relating to the acquisition, asset management, or servicing of the Portfolio.

#### **Acquisition Vehicle**

The entity or individual that (i) contracts with the FDIC to enter into the transaction and transfer of the Portfolio, (ii) the transferee of the Portfolio post close in a successful bid by the Bidder, or (iii) the entity or individual expected to hold the Portfolio post transaction, and, in the case of (i), (ii) and (iii), regardless of the legal structure of the entity.

#### Consortium

A group of entities or individuals acting with the Lead Bidder in connection with the investment in, control of the Portfolio or decision to acquire the Portfolio, or that will exercise decision making authority with respect to the management of the Portfolio post transaction. The term consortium is not dependent upon the group acting collaboratively, or the existence of a Consortium agreement.

#### **Portfolio**

The pool of assets to be included in an Auction.

#### Seller

The FDIC as receiver or conservator for failed financial institutions or the FDIC in its corporate capacity, in any case.

#### Servicer

The entity that will service and manage the assets purchased in the Auction.

#### Auction

The forum in which Bidders will be able to submit sealed bids for pooled assets potentially from various Sellers.

#### **Bid Date**

The date upon which all bids must be received.

#### **Seriously Delinquent Loans**

As defined by the Mortgage Bankers Association's national delinquency survey, loans that are 90+ days delinquent or in the process of foreclosure.

#### **Qualified Bidder**

A Bidder who is approved to bid in an Auction as a result of the Application process.

#### Application

Bidder Qualification Application as defined above.

#### **FDIC**

Federal Deposit Insurance Corporation as defined above.

#### Lead Bidder

The entity or individual authorized to enter a bid according to the terms and conditions of the sale as defined above.

# **Appendix A - Affidavit**

NOTE: Repeat Bidders may also choose to submit a complete Application for each Auction in place of this Affidavit:

Please	provide	the	foll	owing	infe	ormation:

Bidder Name:

List all previous FDIC Auctions in which Bidder has participated related to this program:

- 1. Bidder affirms and certifies to the accuracy of the information provided in this Affidavit and Bidder understands that the Bidder may be held liable for any and all inaccuracies.
- Bidder hereby affirms and certifies that the responses to the following Application sections provided in the Application most recently submitted by Bidder remain true and correct in all respects, and that there are no changes to those prior responses except as are attached hereto. Check all Application sections that apply.

Note that prior responses provided in Section 2.4 - Asset Management/Servicing will only be considered if the characteristics of the portfolio at Auction are consistent with the qualifications and responses provided in the prior Application. Otherwise, Section 2.4 MUST be completed in the current Application, or the Bidder Qualification Application will not be considered complete and will not be evaluated.

	Level 1: Initial Review	Level 2: Qualification Questions			
	Level one (all questions)	2.1 Credit History and Legal Record 2.2 Financial Background (all questions) 2.4 Asset Management/Servicing (all questions)			
EXECUTED THIS DAY OF , 20					
By: Name: Title:					
Bidder's Name and Address:					
Bidder Contact Person					

Bidder Contact Person Telephone Number

#### NOTICE CONCERNING LEGAL ACTION

Anyone who knowingly or willfully makes false or fraudulent statements or representations in connection with this Affidavit will be referred to the Office of Inspector General and/or the appropriate law enforcement officials for investigation and legal enforcement and may be subject to fines, imprisonment, or both. See 18 U.S.C. §§ 1001, 1007 and 1014.